

USACE FINANCE CENTER  
BIWEEKLY REPORT  
PERIOD ENDING 5 MARCH 1999

**CEFMS:**

CEFMS ISSUES:

a. In response to our 11 February 1999 memorandum, subject; CFO Show Stoppers, which requested all USACE locations to classify existing problem reports related to the CFO into two new categories and identify any additional problems we have received 165 problem reports. Forty-eight (48) of the problem reports relate to reconciliation of assets/asset inventory and must be resolved by the 31 March CFO deadline (internal deadline). To date, 29 of the 48 problem reports related to assets have been corrected. The remaining 117 problem reports related to other CFO issues must be resolved by the 31 May deadline. To date 17 of the 117 have been corrected.

b. We continue to await USAAA's release of the final report from the Phase IX of the CEFMS effort. As soon as we receive the final report we will come forward with a decision paper recommending raising our CEFMS Y2K Certification from Level 3 to Level 2.

c. The CEFMS Team has been hard hit by the Flu bug over the last two weeks. Almost one half of the team has been on sick leave most days. Some are recovering, but working. Only two or three of the twenty-six have not been impacted yet.

PROBLEM REPORTS/IMBALANCES:

a. The open problem report inventory is 1,151 compared to 1,205 on the last report. The inventory includes 209 Priority #1 problem reports. The open inventory also includes 104 problem reports related to the CEFMS Modernization/GUI work management effort.

b. Twenty-eight (28) of the sixty-three databases have no imbalances, seven (7) have one (1), three (3) have two, six (6) have three, another fifteen (15) sites have nine or less. Only four (4) sites have more than ten.

**ACCOUNTING OPERATIONS:**

CONSOLIDATION OF OPERATING FINANCE AND ACCOUNTING FUNCTIONS:

UPCOMING CONSOLIDATIONS:

a. We assumed responsibility for the NAD Headquarters, New England and New York Districts effective 1 March 1999.

b. The next locations to be consolidated are Norfolk and Philadelphia Districts effective 1 April 1999.

NUMBER AND LOCATION OF ON BOARD PERSONNEL:

<u>LOCATION:</u>	<u>NUMBER:</u>
Huntsville	26
Millington	261
Washington	2
Other	1
DA Interns (Millington)	5
Total	295

DISBURSING WORKLOAD DATA:

PAYMENTS	As of 02/28/99	Current Month	Year to Date
BY CHECK:			

Checks Issued	106,447	4,996	111,443
Dollar Amount	\$1,662,280,799	\$68,639,171	\$1,730,919,970

BY EFT:			
Transfers Made	28,014	2,170	30,184
Dollar Amount	\$992,680,084	\$42,278,542	\$1,034,958,626

OTHER UFC ISSUES:

a. The UFC Reports and Analysis Division supported by the CEFMS Team conducted the first of a series of 7 CFO Workshops the week of 22-26 February 1999. These sessions include training in the use of the CEFMS Reconciliation Programs, analysis of each location's database, and actual correction of the imbalances identified during the workshops. The UFC operating accountants provide one on one assistance to individual sites as required during the workshops. We received very complimentary remarks in regards to the sessions from six of the seven locations included in the first workshop.

b. The National Federation of Federal Employees (NFFE) is currently soliciting signatures from interested USACE Finance Center employees. If they are successful in obtaining signatures from thirty percent of the potential bargaining unit, they will be able to file for an election. NFFE distributed a letter, dated February 5, to all Finance Center employees with a "Showing

of Interest" petition attached. On March 1, representatives of NFFE Local 259 passed out literature and petitions to Finance Center employees in the parking lot as they arrived at work. On 4 March, NFFE Local 259 representatives were permitted to talk to employees in the Finance Center break room during breaks and lunch periods. USACE Finance Center management distributed a letter to all employees on 26 February explaining the law and the employees' rights to form and join a labor union, or to refrain from forming or joining a labor union. An open dialog between management and employees has been encouraged on this issue.

c. At the request of HQUSACE Finance and Accounting (CERM-F) the UFC is coordinating with American Express to closeout the USACE corporate cards used for paying transportation charges. USACE currently owes American Express approximately \$114K for these accounts. The amount of \$114K takes into consideration debits at some activities and credits at others.

Under normal processing procedures the credits would not be returned to USACE until the entire government is cleared with American Express. Based on our discussions with American Express, they have agreed to allow USACE to offset debits with credits. We have requested a listing of debit and credits by USACE activity.

We know that at least one USACE district is preparing to make a large payment to American Express. We plan to offset the credits against the large payment and reimburse the USACE activities that have credit (refunds due) balances.